



Revu 2019: Basics

This 2-day class takes place at
Kelar Pacific

6020 Cornerstone Court West, Suite 105, SD 92121

Time/Dates: 2 pm – 6 pm
Feb. 5 & 6

Cost: \$450 ABC Member / Non- Member

Course Outline

The Revu 2019: Basics curriculum includes the following modules:

Module 1: Introduction to Revu

- Course introduction
- Introduction to Revu

Module 2: Overview of the Revu Interface, Navigation and Profiles

- Command Bar, Toolbars and Menus
- Side Panels and Tab Access
- Profiles and Profile Management
- Opening a PDF in Revu
- PDF Navigation in Revu

Module 3: The Markup Tools

- Overview of Markup Tools
- How to Access Markup Tools
- Types of Markup Tools
- Customizing the Properties of Markup Tools
- Using Snapshot

Module 4: Revu Stamps

Module 5: The Tool Chest

- What is the Tool Chest™ and Why It Saves Time
- Special Tool Sets (Recent Tools, My Tools)
- Properties Mode vs. Drawing Mode
- Custom Tool Sets

Module 6: The Markups List

- What is the Markups List

- Organizing Columns
- Sorting Data in the Markups List
- Filtering Data
- Statuses
- Custom Columns
- Importing Comments from Other PDFs onto Your File
- Exporting All Markup Data

Module 7: PDF Creation

- New PDF Creation
- Using the Bluebeam PDF Printer
- PDF Creation Using the Bluebeam Plugin
- Introduction to 2D and 3D PDF Creation Using Design Program Plugins

Module 8: Document Management and Setup

- PDF Manipulation
- Search: Text and VisualSearch™
- Emailing and Exporting PDFs

Module 9: Introduction to Studio

- Overview of Studio Sessions and Projects
- The Difference Between Studio Sessions and Projects
- How Customers Are Using Studio to Save Time
- Signing in to a Bluebeam Studio

Module 10: Studio Sessions

- Setting Up a New Session

- Live Session Participation
- Record Reports
- Closing Out a Studio Session

Module 11: Studio Projects

- Setting Up a New Project
- Uploading Documents
- Inviting Attendees
- Setting Permissions
- Viewing Documents in Read-Only Mode
- Document Check-In/Check-Out Procedures
- Viewing Revision History

Module 12: Additional Resources



➤ TO REGISTER:

Call or email Continuing Education:

(858) 513-4700 x206/ Direct at (858) 203-0032/ continuinged@abcsd.org

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